



Receipt No:

## CMEE CONVENOR REPORT

Date of Report:

File No:

**Applicant/Appellant:** *(As per Originating Process)*

AND

**Respondent:** *(As per Originating Process)*

I, *(insert name of Convenor)*

certify that:

1. I am the CMEE Convenor in *(insert name)* *(insert file no.)*

2. The following person(s) attended the case conference and/or meeting of experts:

*(insert names and roles of all persons who attended)*

3. I am providing this report following the CMEE because: *(tick applicable)*

I have made the attached directions by consent and they are on the Court file.

The CMEE may not conclude in time for the hearing to proceed on the dates listed or reserved in the Court calendar: *(provide details)*

The following issue(s) have arisen in the CMEE and the parties do not agree how to resolve or manage the issue(s) and seek direction from the Court: *(provide details)*

The parties request that I report to you in the following terms: *(provide details)*



5. I confirm I have:

- Advised the parties I intend to make this report.
- Provided the parties with a draft report.
- Heard from the parties before finalising the report.

Signed

Date